

Bevendean Primary School

Heath Hill Avenue

Full Governing Body

Minutes of the Meeting on Thursday 26th February 2015
at 5.00 p.m.

Present: Mark Back (Chair), Wendy King (Headteacher), Teresa Goble, Rhiannon Jones, Kathy Strulo-Brooks, Jo Whitmore, Liz Wylie, Glenys Harries-Rees (Clerk)

1. **Quoracy of meeting:** The meeting was quorate
 2. **Apologies:**
 - Katie Blood – Parents evening at own school
 - Rachal Daniels – Hospital appointment
 - Mo Marsh – Budget Committee
 - Emma Warwick – Domestic emergency
 3. **Consideration of apologies:** all considerations were accepted
 4. **Notification of A.O.B:** HT recruitment
 5. **Declaration of Interest:** None
 6. **Minutes of last meeting**
 - a) The minutes of the meeting of the Full Governing Board on 20th November 2014 were agreed and signed by the Chair
 - b) Matters arising
 - (i) Updates re anticipated maths results for the year

In Headteacher's report
 - (ii) Curriculum committee agenda items (raised at last FGB meeting and referred to sub-committee for discussion)
 - ↘ Inclusion: discussed and minuted at Curriculum Committee meeting held on 22/1/15. Minutes circulated with agenda prior to this meeting
 - ↘ Style of maths teaching:

On agenda of next Curriculum Committee meeting to be held on 16/3/15
 - ↘ Audit re attitudes:

On agenda of next Curriculum Committee meeting to be held on 16/3/15
7. **Reconstitution recommendation**

This had been circulated prior to meeting and governors asked to comment if they wished. No official comments had been received.

The governors approved the recommendation and GHR was authorised to contact the LA to set procedures in motion

8. Headteacher's Report

WK gave a presentation (attached) on achievement predictions for 2015 and 2016, showing the issues involved and making the following comments:

- The gap for disadvantaged children widened last year and closing this is a current SDP priority. Indications are that the gap will close at KS1 at all levels
- The Y6 cohort is challenging in that there is 1 traveller child, 2 children with statements and 1 L5 child who will be at a family wedding. It is likely that the gap will increase at L4 but close at L5
- The cohort for 2016 KS2 as outlined in the presentation will pose a significant challenge and attainment predictions are very low. The LA has been informed via the target setting process
- Asked whether there is sufficient PP money to ensure the continuation of 3 Year 6 groups in the next academic year, WK confirmed that there is and also that there will be three groups in Year 4
- WK shared the letters from the LA and DfE congratulating the school re L4 results for disadvantaged children
- She then provided a summary of progress in the SDP. This generally demonstrated that good progress was being made against the key success criteria. She said that we would need to change the success criteria in the SDP relating to the % of middle ability children we want to accelerate. This is currently lower than national levels.
- It was noted that the travelling children skew the attendance percentage and that attendance without travellers was above 95%

The Data Dashboard report was circulated (attached). This gives the same information as Raise-on-Line but presented in a different way.

It was agreed that governors should peruse the Headteacher's report further with a view to further discussion at the next meeting.

An Achievement Summary (attached), showing why the school evaluates itself as good, was circulated

9. Training: How to be an effective governor

A training session was held, focusing on the requirement for governors to challenge and question. An exercise involved questioning a report from the Headteacher – the resulting questions are included in the training pack (attached). Emphasis was placed on preparing for meetings by reading and annotating papers as much as possible.

10. Minutes of sub-committees

These had been circulated and matters arising requested

11. Matters arising from sub-committees

Finance, Personnel & Premises minutes: 25th November 2014

- (i) A governor asked for clarification concerning the School Fund. It was explained that this is an independently audited fund raised from income from e.g. sale of school photos, non-school uniform days, etc

- (ii) Is there much sickness among the staff? WK replied that it is fairly low; however, this year there have been 3 members of staff on paternity leave which has raised the cost

Curriculum minutes: 22nd January 2015

- (iii) It was noted that the follow-up on inclusion in the committee had shown good results. The governor who had originally raised the matter, said she will follow it up later in the year

12. Governors' Visit reports

These had been previously circulated and were noted by the meeting. A governor commented on the group visit focused on writing and said she will be following up a discussion she had with a pupil and giving him further information.

13. Training

Governors' Conference

2 governors and the clerk attended this. There was an inspirational keynote speech focused on moral purpose within education. Points raised were:

- ⤵ We need an ethic of conviction focussing on the type of society we want to build
- ⤵ There should be permanent collective questioning
- ⤵ Equity issues should be constantly kept in mind
- ⤵ There is a narrow focus of britishness within globalised classrooms

Effective Governance

2 governors and the clerk attended this. Points which arose included:

- ⤵ Outstanding schools are ones that learn from each other and share best practice
- ⤵ Skills audit held in pairs enables governors to challenge each other and draw out unacknowledged / unrecognised skills
- ⤵ Prepare for meetings – be 'in the room'
- ⤵ Every governor should know where their school is nationally, what they are doing about that and whether what they are doing is right

A governor commented that the session had made her realise how lucky we are to have Wendy as she has always answered questions before the governors needed to ask them , e.g. how the school is performing, how the data is collated, whether the data is skewed etc. The governors will need to make sure that we ask our new head the right questions and that they are giving us the whole picture. Challenge will be of utmost importance.

14. Chair's correspondence

The Chair congratulated WK and the school on letters received from the LA and from the Minister of State for Schools congratulating the school on the improvement in the KS2 results of disadvantaged pupils since 2011. MB thanked the WK and the school for all the work involved in this. These letters are attached.

15. Clerk's matters

None

16. A.O.B

Headteacher Recruitment: MB asked for the Governing Body to approve the addition of Liz Wylie to the recruitment panel. Should there be a tie, the Chairman of the Finance, Personnel and Premises Committee will have the casting vote.

This was agreed.

17. Date of next meeting: Thursday 4th June 2015.

There being no further business the meeting closed at 6.30 pm

Action	By	Person responsible
Updates re anticipated maths results for this year be brought to future meetings	On all FGB agenda	GHR / WK
LA be contacted to set procedures in motion re reconstitution	Immediately	GHR
Discussion on HT report to be on next agenda	Next meeting	GHR / all Governors
Consideration to be given to conducting evening sessions for parental involvement	When appropriate	WK and SLT